

**CLASS TITLE: ASSOCIATE DIRECTOR
FOR WATER QUALITY MANAGEMENT**

**Class Code: 02953700
Pay Grade: 43A
EO: A**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To be responsible for the administration and regulation of the environmental protection programs governing the areas of water resources, groundwater, freshwater wetlands and individual sewage disposal systems; and to do related work as required.

SUPERVISION RECEIVED: Works under the administrative direction of the Director of the Department of Environmental Management with considerable latitude for the exercise of independent judgement; work is reviewed for conformance to laws, rules, regulations and departmental policies and objectives.

SUPERVISION EXERCISED: Plans, organizes, directs, coordinates, and evaluates the work of professional, non-professional, technical, clerical and other employees.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for the administration and regulation of the programs involving water resources, freshwater wetlands, groundwater and individual sewage disposal systems.

To assist the Director in the formulation of departmental policies and procedures for conformance to state laws, rules and regulations.

To attend meetings and conferences relating to the above programs and involving federal, state and local officials, professionals, involved individuals and the public.

To coordinate program activities with other programs of the Department of Environmental Management in order to improve the environmental protection programs of the state.

To evaluate present programs and functions as to their effectiveness, efficiency and progress.

To supervise the permitting and enforcement actions of the above cited programs for conformance with department policies, state laws, rules and regulations and court orders.

To assist the Director by relieving him/her of administration details concerned with the above-cited programs; and to represent the Director as required.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the Rhode Island General Laws, and rules and regulations administered and enforced by the department relative to the environmental protective programs concerning the water resources of the state; a thorough knowledge of the principles and practices of environmental engineering and the ability to apply such knowledge with conformance to state laws, rules and regulations in the administration and coordination of the programs previously described; the ability to coordinate divisional activities for efficient and consistent application and enforcement of applicable laws, rules and regulations; the ability to evaluate the work of a staff of professional, technical, clerical and other personnel engaged in providing effective services in said environmental protection programs; the ability to establish and maintain effective working relationships with other staff members of the department, other agencies, community organizations, business enterprises and the public; related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: possession of a Master's Degree in Sanitary Engineering, Public Health, Environmental Health or a related field in Public Health, with coursework in environmental protection; and

Experience: Such as may have been gained through: employment in a position with responsibility for administering a federal or state regulatory program in sanitary engineering, environmental health, or an allied field of public health in an environmental protection agency.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: At the time of appointment must possess a certificate of a registered Professional Engineer issued by the Rhode Island State Board of Registration for Professional Engineers and Land Surveyors and must maintain such certification as a condition of employment.

Class Created: July 14, 1991

Editorial Review: 3/15/03